

CONFIDENTIAL

20 August 1953

MEMORANDUM FOR: Chairman, CIA Career Service Board

SUBJECT: Current Status of Career Development Slots

1. On 28 July 1953, the Director approved the establishment of fifty Career Development Slots based on a staff study submitted by the Acting DD/A and concurred in by yourself. In discussion of the problem, the staff study stated, "The CIA Career Service Board proposes to allot a slot to the office from which an employee will be absent while he is participating in career development activities. This slot would be taken from the block of slots reserved for such use. The slot would terminate upon completion of the training, rotation, or other career development actions for which the slot was allotted."

2. Your memorandum "Requests for Allotment of Career Development Slots" addressed on 7 August 1953 to the Chairmen, Component Career Service Boards stated:

"Requests for the allotment of Career Development Slots should be addressed to the CIA Career Service Board by the Component Head who has career planning responsibility for the individuals concerned...."; and,

"When the CIA Career Service Board approves a request for a Career Development Slot, such a slot will be allocated to the requesting component to accommodate the individual concerned." (The phrases which I have underlined in paragraphs 1 and 2 above are significant.)

3. As you know, the Deputy Director has authorized the reduction of the total number of Career Development Slots from fifty to forty.

4. Budgetary allotments to finance the use of Career Development Slots have been made directly to the Office of Training.

5. It is my understanding that Colonel White has suggested that:

a. When an individual is assigned to a Career Development Slot for external training purposes, such slot will be retained in the Office of Training; and

DOC	10	REV DATE	14/02/80	BY	006199
ORIG COMP	32	OPI	32	TYPE	02
ORIG CLASS	5	PAGES	2	REV CLASS	C
JUST	22	NEXT REV	7880	AUTH:	HR 70-2

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JOE NO. 10 NO CHANGE
IN CASE/ FEED
NEXT REV DATE 14/02/80
NO. PAGES 2
REV CLASS 4
REV COORD. AUTH. HR 70-2

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H b. When an individual is assigned to a Career Development Slot for other than external training purposes, such slot would be transferred from the Office of Training to the sponsoring organization for the period of the development action.



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